

# National Republican Senatorial Committee

SENATOR GEORGE ALLEN  
CHAIRMAN

JAY TIMMONS  
EXECUTIVE DIRECTOR

SECRETARY OF THE SENATE

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April 27, 2004

Maureen Benitz  
Reports Analysis Division  
Federal Election Commission  
999 E Street, NW  
Washington, DC 20463

Reference: C00027466  
Amended Year End Report (12/01/03-12/31/03)

Dear Ms. Benitz:

- A. The NRSC takes the following steps to ensure that "best efforts" have been used to obtain the missing contributor information:

First, our original solicitation includes a clear and conspicuous request for the contributor information. All solicitations to prospective donors include the following statement:

"Federal law requires us to use our best efforts to collect and report the name, mailing address, occupation and name of employer of individuals whose contributions exceed \$200 in a calendar year."

Second, if the information is not provided, we make one follow-up, stand alone effort to obtain this information, regardless of whether or not the contribution(s) was solicited or not. This effort occurs no later than 30 days after the receipt of the contribution and is done in the form of a written request. The letter includes a pre-addressed, stamped envelope and clearly asks for the missing information, without soliciting a contribution and contains the following statement:

"Federal law requires that we obtain the attached information regarding your occupation and employment. Please complete the attached form and return it to us as soon as possible in the enclosed envelope."

Lastly, as we have done in the past, the Committee will continue to provide the Commission with contributor information we receive by filing amended memo Schedule A's in a timely manner with every regular report.

RONALD REAGAN REPUBLICAN CENTER  
425 SECOND STREET, N.E. • WASHINGTON, D.C. 20002 • (202) 675-6000

FOR AND AUTHORIZED BY THE NATIONAL REPUBLICAN SENATORIAL COMMITTEE

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- B. The NRSC did not make an excessive contribution to the Alice Forgy Kerr for Congress committee. Our software did not indicate that \$5,000 was for the caucus that was held on December 15, 2003 and the remaining \$5,000 was for the Special General election held on February 17, 2004.
- C. The RQ-2 asks us to clarify all expenditures made for "Direct Mail Expense", "Telemarketing Expense" and "Printing Exp/Relief Printing". None of these expenditures were made on behalf of specifically identified federal candidates. The expenditures were generic in nature. They are on the appropriate line.

Sincerely,



Melinda Anderson  
Assistant Treasurer

EMILY J. REYNOLDS  
SECRETARY

PAMELA B. GAVIN  
SUPERINTENDENT

HARRIS BUILDING  
SUITE 232  
WASHINGTON, DC 20510-7110  
PHONE 202-224-0312

# United States Senate

OFFICE OF THE SECRETARY

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THE PRECEDING DOCUMENT WAS:

☒ HAND DELIVERED 04-28-04  
Date of Receipt

☐ REGISTERED/CERTIFIED MAIL  
Postmarked

☐ RECEIVED FROM THE FEDERAL ELECTION  
COMMISSION  
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☐ OTHER (Specify):  
☐ PRIORITY MAIL  
☐ EXPRESS MAIL  
☐ FEDERAL EXPRESS  
☐ UPS  
☐ AIRBORNE EXPRESS  
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☐ FIRST CLASS MAIL  
Postmarked

☐ FAX (48-HOUR NOTICES)  
☐ FAX (FEC FORM #10)  
☐ FAX (CAMPAIGN REPORT)  
Date of Receipt

☐ NO POSTMARK ☐ POSTMARK ILLEGIBLE

☐ RECEIVED FROM THE LEGISLATIVE RESOURCE  
CENTER  
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RD 04-28-04  
Preparer Date Prepared

